Trigonometry: MATH 112 Course Policies
MyMathLab Course ID: seeber04057

I. Contact Information
Instructor: Ms. S. Seeber
Email: seeber@ulm.edu *(Be sure to include name and course in any correspondence. I can only reply*
to username@warhawks.ulm.edu accounts --- no personal email accounts.)
Office: AIRW 344
Office Hours: 10:15 am – 11:15 am MW (in office); 7:00 am – 8:00 am MWF (in MRC);
By appointment only: 9:00 am – 10:45 am TR, 4:30 pm – 5:00 pm TR, 8:00 am – 8:50 am F

II. Course Prerequisites/Corequisites
A grade of C or better in MATH 110 or MATH 111.

III. Course Description
Trigonometric functions and their graphs, trigonometric identities and equations, vectors.

IV. Course Objectives and Outcomes
Students finishing this course will have a working knowledge of techniques used to solve trigonometric equations as well as word problems involving triangles or vectors. We will cover the majority of Chapters 2-4 and selected topics from Chapter 5.

V. Course Topics
Trigonometric functions in degrees and radians, Right triangles, Graphing trigonometric functions, Inverse trigonometric functions, Solving trigonometric equations, Verifying identities, Triangle solutions, Vectors

VI. Instructional Methods and Activities
This course will consist of daily lectures, regular quizzes, online homework, 4 tests, and a final exam.

VII. Evaluation and Grade Assignment
- There will be four tests, several online quizzes, many online homework assignments, test reviews and a comprehensive final.
- The course grade will be assigned according to the following percentage-based scale:
  A = 90-100%   B = 80-89%   C = 70-79%   D = 60-69%   F = 0-59%
- Keep track of assignment deadlines and do not wait until deadlines get near to begin preparing for and working on homework and quizzes. **Work should be completed in advance of the due dates found on your daily schedule. Technology issues arise but will not be accommodated.**
- **TESTS (400 pts):**
  - Prepare early for tests! There will be review problems before each test.
  - The online timed tests are administered through MyMathLab in the **Mathematics Resource Center (MRC)**.
  - Bring a picture ID on test days. When entering the MRC, students will be required to show a picture ID.
  - Students may NOT share calculators during tests. **No cell phones may be in view during tests!**
  - Grades will NOT be curved. Extra credit or bonus points are NOT to be offered.
- **QUIZZES (100 pts):**
  - The online timed quizzes are administered through MyMathLab **in the MRC**. **Students are allowed 2 attempts** for each quiz prior to the due date. **To attempt the quiz a student must have a score of at least 75% on the corresponding homework.** The best score of the two attempts will be used in grade calculations. **The two (2) quizzes with the lowest grade will be dropped at the end of the semester**.
- **HOMEWORK (100 pts):**
  - Students are expected to do the assigned online homework using MyMathLab. Homework can be completed anywhere. **Homework due dates will be posted on MyMathLab.**

- Homework assignments may be attempted an infinite number of times prior to the due date. Feel free to use the "Help Me Solve This", "Textbook Pages", and "View an Example" features in MyMathLab while doing homework and get help from tutors or others, but continue to rework a similar exercise until the exercise can be worked without any assistance. Only then will you be ready to take a quiz on that material. Online homework assignments will not be dropped.
- Homework will be available at the beginning of each unit. **All homework must be completed by 11:59 pm on the due date.** (However, it is strongly recommended that the homework be completed as soon as possible so that the questions on the quizzes will be familiar.) The homework grade on the last attempt will be recorded.

- **EXAM REVIEW (50 pts):**
  - Multiple exam reviews will be available before each test.
  - Students may attempt reviews an infinite number of times prior to the tests.
  - The best score will be used in grade calculation.

- **FINAL EXAM (200 pts):**
  - Scheduled for **Tuesday, Dec. 8th** at **1:00 pm**.

- Undergraduate mid-term grades will be posted on-line for students to view via Arrow. Mid-term grades indicate a student's status at mid-semester only and do not indicate the final performance outcome of a student.

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VIII. Class Policies and Procedures

At a minimum, all policies stated in the current ULM *Student Policy Manual & Organizational Handbook* should be followed (see *http://www.ulm.edu/studentpolicy/*). Additional class policies include:

A. Textbook(s) and Materials:
- Textbook: *Trigonometry: A Right Triangle Approach* (5th edition) by Sullivan and Sullivan
- *MyMathLab* Student Access Kit (usually bundled with the textbook)
- A scientific calculator, TI-30X II, is required. **Graphing calculators and cell phone calculators are not allowed**.

B. Attendance Policy:
- The attendance policy is as stated in the university catalog. A copy of any excused absences (severe personal illness, death in the immediate family, required military service, court-ordered appearance, university sponsored event) must be submitted for the instructor to keep within two days of the student's return to class. Excessive absences (>10% of class meetings) will be reported to the student's dean. Three tardies will be equivalent to one absence.
- A student accumulating absences of 25% of the class meetings regardless of the reasons (excused or unexcused) will be reported to the dean and assigned a grade of F for the course. This may be avoided if the course is dropped; however, it is the responsibility of the student to drop the course.
- Each student is responsible for all class material and online assignments whether or not the student is present.

Students are expected to be on time and stay for the entire class period except in extreme cases of emergency.

C. Make-up Policy:
If a student is going to miss an examination due to a university excused absence he/she must alert the instructor *prior to* the exam date. In the event of emergency, it is the student's responsibility to contact the instructor as soon as possible. Late homework will not be accepted, and there will be no make up quizzes. A small number of quizzes will be dropped before the final computation of grades to account for this.

D. Academic Integrity:
Faculty and students must observe the ULM published policy on Academic Dishonesty (see Page 4 in ULM *Student Policy Manual* -- http://www.ulm.edu/studentpolicy/).

E. Course Evaluation Policy:
At a minimum, students are expected to complete the on-line course evaluation.

F. Student Services:
Information about ULM student services, such as Student Success Center (http://www.ulm.edu/cass/), Counseling Center (http://www.ulm.edu/counselingcenter/), Special Needs

(http://www.ulm.edu/counselingcenter/special.htm), and Student Health Services, is available at the following Student Services web site *http://www.ulm.edu/studentaffairs/*.

G. **Emergency Procedures:** In event of emergency, contact the instructor by email or phone as soon as possible.

H. **Email Policy:** Only emails sent from username@warhawks.ulm.edu accounts will be answered. Emails must include the student's name and the class in which the student is enrolled. Be aware that email messages with no subject listed are sent to junk mail and not always seen by the instructor.

IX. **Tentative Course Schedule**

A. **Contact Information:**
   Ms. S. Seeber
   seeber@ulm.edu , 342-1932
   AIRW 344

Tentative Course Schedule

Day/Date	Lessons	Homework due Wednesday by 7:00 pm	Quizzes and Tests Review due Wednesdays before the date and the time of the related test	Exams Wednesday or Thursday 5:00-6:00pm
WEEK 1: Aug. 24-28	2.1, 2.2			
WEEK 2: Aug. 31- Sept. 4	2.2, 2.3	2.1	Quiz 2.1	
WEEK 3: Sept. 8-11	2.4, 2.5	2.2, 2.3	Quiz 2.2-2.3	
WEEK 4: Sept. 14-18	2.6, Review	2.4, 2.5	Quiz 2.4-2.5 Test Review 2.1, 2.2, 2.3, 2.4, 2.5	**Test 1 (2.1-2.5)**
WEEK 5: Sept. 21-25	2.7, 2.8	2.6	Quiz 2.6	
WEEK 6: Sept. 28-Oct. 2	3.1, 3.2	2.7, 2.8	Quiz 2.7-2.8	
WEEK 7: Oct. 5-9	3.3, Review	3.1, 3.2	Quiz 3.1- 3.2	**Test 2 (2.6-3.2)**
WEEK 8: Oct. 12-16	3.4, 3.5	3.3	Quiz 3.3	
WEEK 9: Oct. 19-22	3.6, 3.7	3.4, 3.5	Quiz 3.4-3.5	
WEEK 10: Oct. 27-30	3.7, 3.8	3.6	Quiz 3.6	
WEEK 11: Nov. 2-6	4.1, Review	3.7, 3.8	Quiz 3.7-3.8	**Test 3 (3.3-3.8)**
WEEK 12: Nov. 9-13	4.2, 4.3	4.1	Quiz 4.1	
WEEK 13: Nov. 16-20	4.4, 5.4	4.2, 4.3	Quiz 4.2-4.3	
WEEK 14: Nov. 23-24	5.4	4.4	Quiz 4.4	
WEEK 15: Nov. 30-Dec. 4	Review	5.4	Quiz 5.4	**Test 4 (4.1-5.4)**

Steps to Register in MyMathLab (MML)
Student Tech Support 1-800-677-6337

To install this software, you must have administrative rights on the computer. The computer must have a Windows operating system and Microsoft Internet Explorer.

1. Open Internet Explorer and go to www.coursecompass.com. (Save in "Favorites" if possible.)
2. Click on Register in the STUDENTS area.
3. This will take you to the next page. You will need three things to proceed.
   a. Your ULM warhawks email address. (Do not use any other email address.)
   b. Your course ID number from #6 below.
   c. A student access code from your MyMathLab Student Access Kit.
   Go to bottom of the page where it says "Ready to Register" and click Next.
4. Click on "I Accept" to agree to the licensing agreement.
5. You will now enter your Access Information.
   a. Choose "No I am a new user".
   b. Access Code: This is in your MML Student Access Kit. Tear off the peel and enter this 31-letter code.
   c. Next you will enter your School Zip Code (enter 71209) and School Country (choose United States from the drop down menu). Click Next.
6. Now you will enter your course ID number (seeber04057) and click Next.
7. Now you will enter Account Information.
   a. Enter your legal First Name. Enter your legal Last Name. Enter your ULM warhawks email address. (Do not enter any other email address.)
   b. Select University of Louisiana-Monroe from the drop down menu.
   c. Now choose a Login Name and Password. You **must** remember this information since you will need this to login each time you use MyMathLab.
   d. Select a Security Question from the drop down menu and type in Your Answer.
   After this, click Next.
8. Confirmation and Summary: You now have access and may login. Clock on Log in Now. Enter login name and password. It will say "Welcome …" and list the course (MATH 112-03-094) you are taking. Click on this course.
9. The first step is to click on "MyMathLab Installation Wizard." Follow the prompts. Install MathXL Player and all of the media plug-ins. (If you register in the Mathematics Resource Center, you will not need to install the MathXL player and the media plug-ins.) The window should close automatically. If it does not, close it and then close your browser.
10. Reopen Internet Explorer and go to www.coursecompass.com. Choose Login, and on the next page type your personal login and password.
11. Click on the course you are taking and begin to work.

To access the homework, click the "Do Homework" button and select the assigned homework (assigned by sections). Disable your pop-up blocker. Your firewall might cause login errors.

To access the quizzes, click "Take a Quiz/Test" button and select the assigned quiz. (Ignore the Sample Tests.) Be sure to click the "Submit Test" button when you complete the quiz. **Do not use the Back, Forward, or Refresh buttons on your browser.** Use the "Next Question" or "Previous Question" buttons in the window to navigate through the quiz. (You can also use the problem numbers at the top of the window to navigate.) If you use the Back button, that quiz is considered incomplete and counts as an attempt at the quiz and as a 0 quiz grade. The instructor will not allow students to resume an incomplete quiz.

Use the Math Palette (on the left side of the window) to enter mathematical symbols such as square roots, fractions, the number π, exponents, the Greek letters θ, β, α, et.al. You can view a tutorial or take a tour on how to enter your answers before you take the quiz.